

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

25X1

Additional Overtime Information per Your Verbal Request

FROM:		EXTENSION	NO.
Deputy Director of Finance 1212 Key Bldg.			DATE 6 NOV 1981
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS
	RECEIVED	FORWARDED	
1. EO/DDA 7D24 Hqs.	6 NOV 1981		
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DD/A Registry
81-2188/4

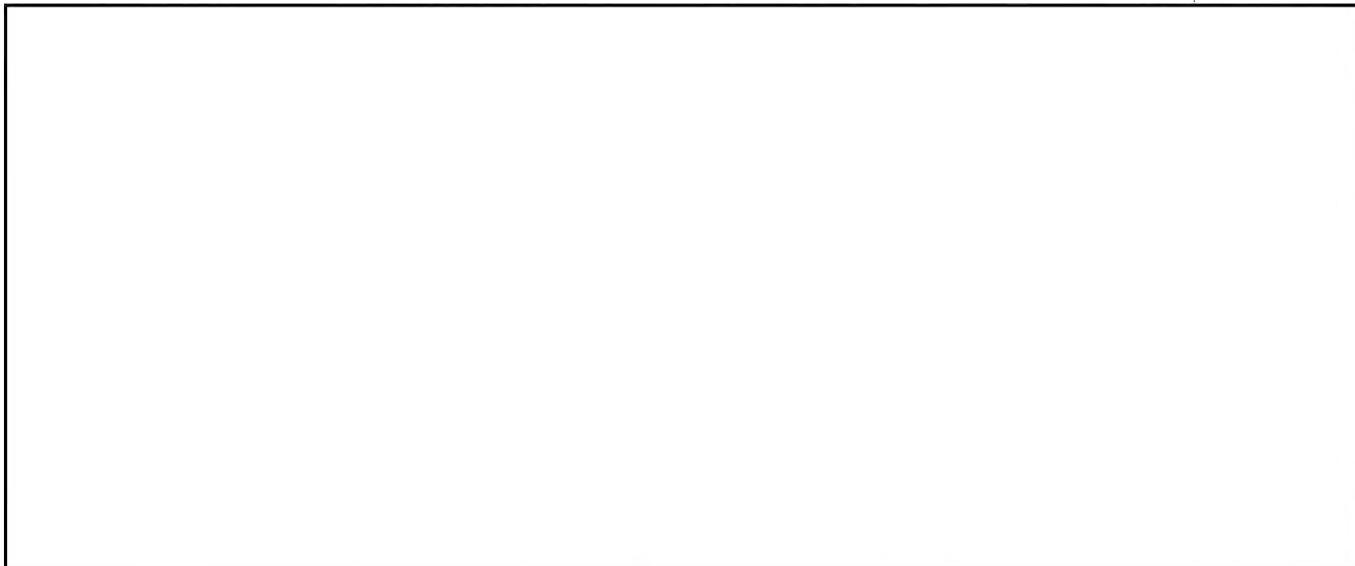
8 NOV 1981

MEMORANDUM FOR: Executive Officer, DDA

25X1 FROM: [REDACTED]  
Deputy Director of Finance

SUBJECT: Additional Overtime Information per  
Your Verbal Request

25X1 1. The following is a breakdown of overtime costs incurred for FY-76 through FY-81 by directorate.

A large rectangular area of the document has been completely redacted with a black marker.

2. You will note that we have provided information relative to percentage of increase compared to prior year costs. In addition, we have provided as a matter of information pay raise increases for FY-77 through FY-81.

3. The following information is provided for your use as appropriate.

a. Directorate level Budget Officers could provide information on an office by office basis justifying the increases/decreases by fiscal year should such additional information be required.

b. Annual pay raises obviously affect overtime rates and account for a portion of the increased dollar costs.

ADMINISTRATIVE — INTERNAL USE ONLY

c. The initial Agency-wide records review for declassification, destruction, etc. conducted during FY-77 and FY-78 would undoubtedly account for a portion of the overtime costs incurred in those time frames.

4. Please advise if we can be of any further assistance.



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